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27 November 1953

MEMORANDUM FOR: Deputy Director (Administration)

FROM : Acting Comptroller

SUBJECT : Proposed Adjustments in T/O's for (a) Office of DD/P, (b) Inspection and Review Staff, (c) DD/P Administrative Staff, and (d) [REDACTED]

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1. Reference is made to the undated memorandum attached wherein certain T/O adjustments are proposed for the office of the DD/P, DD/P Administrative Staff, and the [REDACTED]. Analyses of these proposed adjustments from a budgetary point of view are outlined below:

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(a)&(b) Office of the DD/P, including the I & R and the PPC Staffs.

The following table affords a comparison of on duty personnel costs with existing and revised table of organization charts and clearly indicates that while the proposed T/O adjustment will involve a small reduction in cost over the current T/O that based on the approved FY 1954 Budget and the FY 1955 estimates, additional funds will be required to implement either the current or proposed T/O's:

	<u>Positions</u>	<u>AE</u>	<u>Amount</u>	<u>Average Salary</u>
Personnel Ceiling				
Current Payroll (on duty 24 Oct 1953)				
FY 1954 Approved Budget				
FY 1955 Budget Estimates				
Current T/O				
Proposed T/O				
Increase(+) or Decrease(-)				

* Converted to annual rate

25X1A

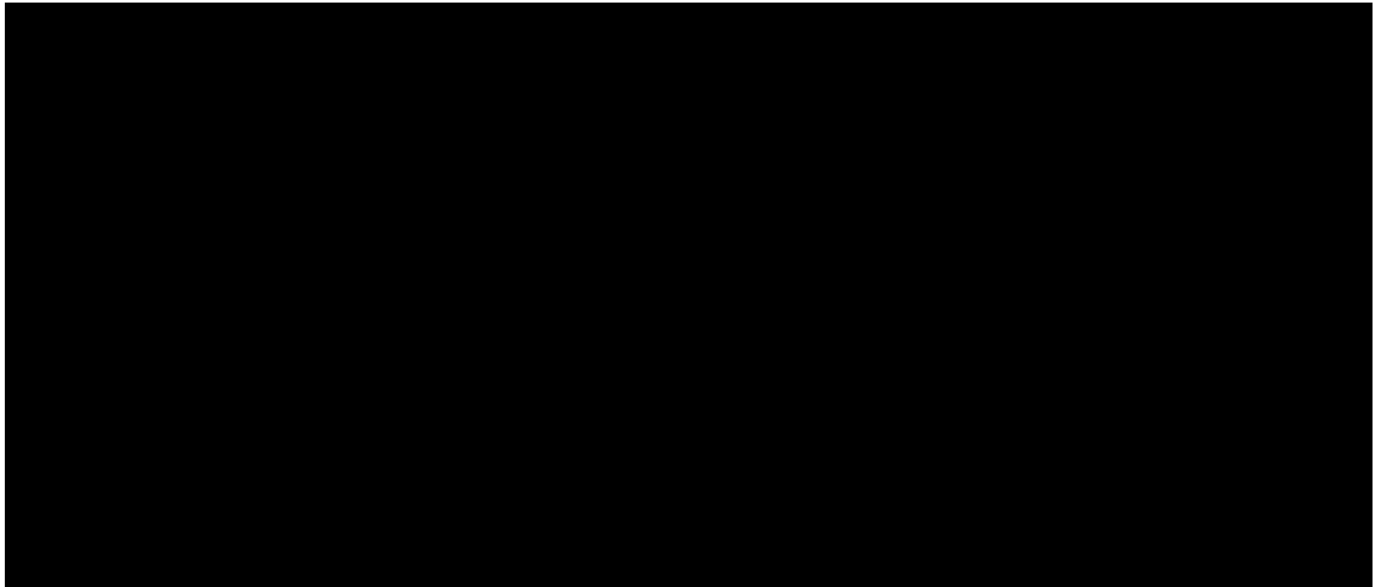
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The table set forth below represents a consolidation by grade of the current T/O compared to the proposed changes in the subject memorandum which, as will be noted, involves a reduction of five (5) positions ranging from GS-18 to GS-5, as well as lower annual costs amounting to \$36,715:



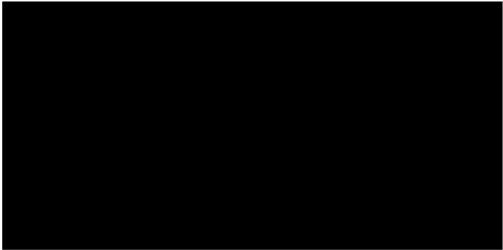
(-5)

(-\$36,715)

(c) DD/P Administrative Staff

The following table affords a comparison of on duty personnel costs with existing and revised table of organization charts and clearly indicates availability of funds to implement the proposed T/O adjustment:

	<u>Positions</u>	<u>AE</u>	<u>Amount</u>	<u>Average Salary</u>
Personnel Ceiling				
Current Payroll(on duty 24 Oct 1953)				
FY 1954 Approved Budget				
FY 1955 Budget Estimate				
Current T/O				
Proposed T/O				
Increase (+) or Decrease (-)				



* Converted to annual rate

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Next 2 Page(s) In Document Exempt

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OFFICE OR STAFF		OFFICE CODE	REQUEST DATE	APPROVAL DATE	CONTROL NO.	Page of Pages	
Deputy Director (Plans)		B	24 December 1953	DEC 1 1953	630	Approved For Release 1999/09/20 : CIA-RDP78-03568A000700010056-2	
DELETIONS			ADDITIONS			NET CHANGE	ORGANIZATION
ORGANIZATION AND POSITION TITLE	SERIES & GRADE	POSITION NO.	ORGANIZATION AND POSITION TITLE	SERIES & GRADE	POSITION NO.	NEW BR. & DIV. TOTALS	CODE (Machine Records)
CONFIDENTIAL DD/P <u>Office of the DD/P</u> Delete all positions <u>Inspection & Review Staff</u> Delete all positions <u>Planning & Program Coordination Staff</u> Delete all positions (New Machine Run will replace positions in this organization)			CONFIDENTIAL JOB NO. BOX NO. FLD NO. DOC. NO. 34 NO CHANGE IN CLASS/ DECLASS/ CLASS CHANGED TO: TS SECRET, JUST. 22 NEXT REV DATE/87 REV DATE/8-5-79 REVIEWER/3573247E DOC. 05 NO. POS. / CREATION DATE - ORG COMPO32071 - ORG CLASS S REV CLASS C REV COORD. - AUTH #8703	Of of DD/P I & R PPC Staff		Office of the DD/P Old New [Redacted] 25X1A	
NEW OFFICE TOTALS			APPROVAL				
CONFIDENTIAL			The T/O changes listed above are hereby approved. Please make changes on office records as necessary. Retain this authority until new machine printed T/O page(s) is received. [Redacted Signature] Chief, Class. & Wage Div.				